

### **ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approves a contract for temporary personnel services from Temps of McKinney for the District.

### **BACKGROUND**

Temps of McKinney has been the primary contractor, providing temporaries for over 30 years for the District. Temps of McKinney has a local presence and resources to place personnel as needed.

Invitation to Bid (ITB) Number 4395 was issued to procure temporary personnel services. Seventeen responses were received and evaluated by the Purchasing Department. Based upon evaluation scores, the bid submitted by Temps of McKinney is recommended as the best value to the District.

### **IMPACT OF THIS ACTION**

Temporary personnel are needed during peak periods each semester in student services areas to cover for District staff out for extended periods, vacant positions, and maintain the District's grounds throughout the year.

### **BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

This purchasing request is for spend authorization of \$4,500,000 for three years, which is budgeted in the various departments' FY21 operating budget and subsequent year's budgets subject to Board approval.

### **MONITORING AND REPORTING TIMELINE**

The contract term will be three years beginning July 1, 2021 through June 30, 2024.

### **RESOURCE PERSONNEL**

Melissa Irby, Chief Financial Officer  
972-758-3831